



Baltimore City Department of Human Resources

Gladys B. Gaskins, Director of Human Resources

Sheila Dixon, Mayor

EXAMINATION FOR: **EMERGENCY MEDICAL AIDE**

SALARY: \$24,314 – \$27,638 **GRADE:** 75

CLOSING DATE: Continuous Recruitment - December 14, 2007 is the last day to file an application.

POSITION: An Emergency Medical Aide provides a variety of health related services to the community both in the field and through telephone coordination. Employees work a variety of shifts including early mornings, evenings and weekends.

The eligible list may be used to hire persons as vacancies arise.

MINIMUM QUALIFICATIONS: On or before the date of filing the application, each candidate must:

Have an Emergency Medical Technician-B certificate issued by the Maryland Institute for Emergency Medical Systems;

AND

Have graduated from an accredited high school or possess a GED certificate;

AND

Have two years of experience in emergency medical services.

NOTE: A valid Maryland Class C Noncommercial driver's license or an equivalent out-of-state driver's license acceptable to the Office of Risk Management may be required for some positions in this class. If you have a license, enter the number on the application. It will be verified by the appointing authority if required for the position. Provisional Driver's Licenses and Learner's Permits are not acceptable.

NOTE: Employees must maintain their EMT certification by taking accredited courses required by the State of Maryland.

SELECTION PROCESS: All candidates indicating the minimum qualifications on their applications will be placed on the eligible list without further examination. The certificate, training and experience of each candidate will be evaluated for appropriateness and quantity. It is essential, therefore, that you give complete and accurate information on your application. Vagueness or omission may prevent you from being considered for the position. Qualified candidates will not be listed in rank order.

FOR YOUR CONVENIENCE: Applicants may also obtain and submit applications for this title at the following location:

Baltimore City Health Department
Human Resources
210 Guilford Avenue
Baltimore, Maryland 21202

62721 (031600) 75 U (3) Q
KR/mb POSTED: 09/24/07

Apply to: Baltimore City Department of Human Resources · 201 East Baltimore Street · Suite 100 · Baltimore, Maryland 21202 · (410) 396-3860

For additional job opportunities information, call (410) 545-3875

For the Hearing impaired: TTY 396-4930

An Equal Opportunity Employer

www.baltimorecity.gov

(see reverse side)

APPLICATIONS: Applications may be obtained by mail or in person from the Baltimore City Department of Human Resources, 201 East Baltimore Street, Suite 100, Baltimore, Maryland 21202.

PHYSICAL EXAMINATION: Eligible candidates must pass a job-related physical examination administered by the City.

TESTING FOR DRUGS: Effective October 1, 1994, the City's pre-employment physical examination for all applicants will include substance abuse testing. Substance abuse testing shall also be required prior to promotion to a sensitive job classification.

ELIGIBILITY: Qualified candidates will be considered for vacancies as they arise, for a period of at least one year. The decision of the Director of Human Resources with respect to acceptable minimum qualifications is final.

SERVICE FEE: City employees who are represented by a union will be required to become union members or to pay a service fee as a condition of continuing employment after completion of a probationary period.

PROBATION: All persons, including current City employees, selected from an eligible list resulting from this examination will be on probation for six months.

CONTINUOUS RECRUITMENT: Vacancies may be filled at any time. Applications will be processed in the order in which they are received. Delay in filing your application may prevent you from being considered for vacancies.



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